

# *FACILITY CONDITION ASSESSMENT*

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# *ANNUAL INSPECTION SUMMARY REPORT (AIS)*



# WHAT is an AIS?

- *Basically, a report (snapshot) of unfunded facility **maintenance and repair** **(now, SRM)** deficiencies ( > E/S Call scope) remaining at the end of the Fiscal Year.*
- *Shopping list when \$\$ received (“In-box” for shops/contractor).*
- *“Process” is Control Inspection Program (NAVFAC MO-322, Vol. 1 &*

# Background

- **Facility Condition Worsening:**
  - Inflation
  - Deterioration
  - Age
  - New Programs erode \$\$ (Env., AT/FP, Energy, etc.)
  - More complex systems
  - Inadequate Resources
- **Shrinking budgets mandate better Facilities Management (right fix first time).**
- **Must document problems and PRIORITIZE.**

# AIS is your friend

- **From Facilities Management System**
  - By-product of Work Control Program
  - Should be easily obtained from CMMS
- **Frequently Misunderstood**
  - Poor reputation
  - Useless Exercise
  - Produces nothing of value
- **Actual Facts:**
  - Facility Manager's "Best Friend"
  - Preparation is easy if done routinely
  - High visibility at CNO/DoD level due to IRRS/FRM

# AIS Should:

- **Represent actual facility conditions.**
- **Be based on valid requirements.**
- **Be generated from a systematic inspection program.**
- **Be based on maint. responsibility; not plant ownership.**
- **Inform CNI/Region of outyear Minor/Specific funding reqmnts by fund source.**
- **Incl. “predicted” defs: cyclic work (usually 5 yrs; 7 yrs for BQ); Not just broke now.**
- **Incl. Defs. carried over from Previous Years**

# AIS GUIDANCE

- **OPNAVINST 11010.34 series (“C” is draft)**
- **OPNAVINST 3501.167 series - BASEREP (to be rewritten as IRRS)**
- **OPNAVINST 11000.16 series (“B” is draft) - basic Shore Base Management document requiring condition reporting**
- **Applicable CNI/Region instructions**

# SUPPORTING GUIDANCE

- **NAVFAC P-72 Category Code Dictionary**
- **INFADS - Real Property Inventory database**
- **NAVFAC MO-322 Vol. 1 Inspection Manual**
- **NAVFAC MO-322 Vol. 2 Inspection Checklists**



# Who Must Submit?

- All Installations/Regions **RESPONSIBLE** for Maintaining:
  - Class 1 (Land) ?
  - Class 2 (Bldgs, Stru, Util.)
- Installations/Regions Receiving:

O&M,N	MILCON, NAVY
O&MN,R	MILCON, NAVY RESERVE
NWCF	Nonappropriated Funds
RDT&E	DLA
Japanese Facilities Improvement Program	

.....Some Exceptions, of course :

# Exempted Types of Assets / Deficiencies

- **If TELCOM/SECGRU maint. responsibility:**
    - **UPS Systems**
    - **Antenna/Antenna Systems**
  - **Communication Lines (not SRM)**
  - **Fleet Moorings**
  - **Family Housing deficiencies (CCN 711-714)**
  - ~~**Deficiencies to be funded by DoDEA**~~
  - **Work to be funded with Hazard Abatement funds**
  - **Work to be funded with Environmental Funds**
- CHANGE  
D FY-03**

# Exempted Installations

- **Military Assistance Advisory Groups, Defense Attaché Offices**
- **Petroleum Reserves**
- **ROTC Units**
- **Marine Corps Activities receiving primary support from the Commandant of the Marine Corps.**
- **Industrial & Research Plants owned and operated by private contractors**

# Do not Include these “Work Classifications”

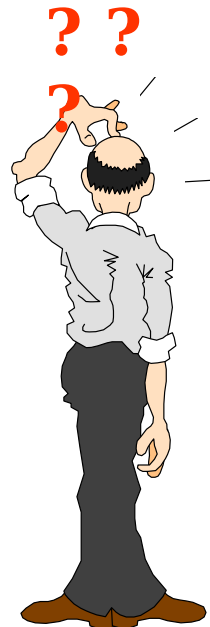
- **Standing Job Orders (incl. Prev. Maint.)**
- **Emergency / Service (E/S) Work**
- **Minor Construction / Alterations / Improvements (incl. Equipment Installation)** **CHANGE ONLY-03**
- **DO Report one complete cycle for cyclic work (dredging, ext. paint, etc.) - no more than one cycle.**

# All this leads to a reporting dilemma ...

## Trying to use the same report for multiple purposes:



Future R&M  
reqmnts and  
justification  
for additional  
funding



Actual 30  
Sept.  
condition

...Current  
opinion is: R&M  
requirements  
carries more  
weight

# Systematic Inspection Program

- **The CONTINUOUS inspection of facilities is the most important link in a successful maintenance management program. The AIS is a by-product of the Navy's Continuous Inspection Program.**
  - **CONTINUOUS inspection consists of:**
    - **Operator Inspections**
    - **Prev. Maint. Inspections**
    - **Control Inspections**
      - **Specialized inspections**
- NOTE: CI also sometimes referred to as Facilities Condition Assessment Program (FCAP)**

# What Does The AIS Look Like?

- **Two Useful Reports:**
  - **Detail M&R Deficiency List (Primary)**
  - **Cost Account (Cat. Group?) Summary**
- **Cover Letter MUST include:**
  - **Who did Inspections**
  - **% Coverage (Complete/(Comp + Not Comp))**
  - **Why CMAR +/- > 10%**
  - **Cost of Inspections**
- **IRRS generates reports required by CNO**

# FACILITY CONDITION / INSPECTION REPORT

Page 1 of ? Date 11-06-02

Inspection Time ~~4.0 Hrs.~~ **CANDIDATES for CMAR**

			
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Facility Number ~~X-23~~

Inspector John

## Type Inspection

LAB    LAB    MATL

W/C	HRS
0.40	1.00
0.45	1.00
0.50	1.00
0.55	1.00
0.60	1.00
0.65	1.00
0.70	1.00
0.75	1.00
0.80	1.00
0.85	1.00
0.90	1.00
0.95	1.00
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1.05	1.00
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1.65	1.00
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7.9	

# Civil Engineering

### DEFICIENCY DESCRIPTION

<b>A</b>	COST	<del>COST</del>	COST			Replace (12) exterior wooden windows	OI	4	96	18	276
							C	8	0	00	0

C				X			Replace 800SF of	OIC	8	160	200
	deteriorated Acoustical							360			

<b>A</b>			X				Replace 400SF Asphalt Floor	OIC	32	640	240
	21, 22, worn and tiles broke in 18, 20, s places.							880			

C				X			Replace 400SF of water	OIC	8	160	200
	damaged north wall.						360				

**SIMILAR FOR OTHER INSP. DISCIPLINES.....THEN  
PACKAGE**



# TYPE "A" ANNUAL INSPECTION SUMMARY - M & R DEFICIENCY

SHEET 1 OF ?

## LIST

1. ACTIVITY (Name, Location, Zip Code)

NAVSTA ANYWHERE  
ANYWHERE, USA 12345

2. FUND SOURCE  
O&MN

3. RESOURCE SPONSOR  
N4

4. POINT OF CONTACT (Name and Phone Number)

HUGH R. WRIGHT

123-4567, (888) 431-4567

5. DATE  
9-30-XX

6. UIC  
N11111

OLD  
FORMA  
T

7.  DEF ITE M NO.	8. DEFICIENCY DESCRIPTION										12.  COS T ACC	13.  IC	14.  D C	15.  D T	16.  CURRENT COST EST (000)	17.  PROJEC T  NUMBE R	18. INSPECTION					19.  DESCRIPTION			
	CATEGORY					TYPE											FAC NO.	PROPERTY RECORD NUMBER	CAT CODE	STATUS					
	M A I N T	R E P R	D E M O	D E S I G N	S T R U C	R E O F C	M E C H	P I N T	S O F T W A R E	S T R U C										E L E M E N T S	M R C H		O T H E R		
1	X				X					ROAD	21000	85110	7310	1 8	1	D 150		C	X	X	X	X			
2		X			X					SEC A	2	85110	7310	1 8	2	D	R11-93	C	X	X	X	X			
3		X			X					SEC B	21000	85110	7310	1 8	2	D 1511	R11-93	C	X	X	X	X			
4		X			X					RW7-253	3	11110	7320	1 8	2	M 1430	R5-93	C	X	X	X	X			
5	X				X					RW6-24	4	11110	7320		2	M	M2-93	C	X	X	X	X			

**AIS REPORT FORMAT (will change with new instruction to incorporate FAC\_ID, SFA, PGM\_YR (AIS+3 ?), PROBLEM TYPE, SPEC. AREA)**

# *Important Definitions*



# Critical Deficiency

**A maintenance / repair deficiency is**

**CRITICAL when:**

- Corrective action should be done immediately **or programmed for accomplishment** within the Next 12 Months, **AND**
- It satisfies one or more of the following criteria:
  - Catastrophic (**E**)nvironmental
  - Loss of (**M**)ission
  - Life (**S**)afety
  - (**Q**)uality of Life

**EVERYTHING ELSE IS DEFERRABLE**

**Note: The deficiency must satisfy BOT conditions!**



# Critical Deficiency cont'd.

- **Catastrophic (E)nvironmental**
  - Facility Maint. or Repair deficiency which poses an unacceptable risk of catastrophic environmental damage or violation of statutory or regulatory requirements and will be corrected with funds **other than those** programmed and budgeted specifically for environmental compliance (Environmental Special Interest Items)
  - EPA Class 1 requirements are Critical as are Class 2 if funding was required by 30 Sept. to meet the enforceable date.

**~~Also note Class 2 and all Class 3 are Deferable~~**  
**PROBABILITY MATRICES MAY APPLY**



# Critical Deficiency cont'd.

- **Loss of (M)ission**
  - Facility Maint. or Repair deficiency which has degraded mission capability, contributing to a Q3 or Q4 Condition Rating in the appropriate IRRS Category Group (CG).
- **Life (S)afety**
  - Facility Maint. or Repair safety or health deficiency with a Risk Assessment Code (RAC) of 1, 2, or 3.
  - Only corrective action for **friable** asbestos in **frequently occupied spaces** is Critical.
  - All other asbestos and friable asbestos in other spaces is Deferrable unless the asbestos poses a hazard to personnel in the performance of their normal duties.
  - Do not report deficiencies if Hazard Abatement funds will be used to fund correction.

**ALSO NOTE SEVERITY AND  
FAILURE PROBABILITY  
MATRICES MAY APPLY TO  
EACH**



# Critical Deficiency cont'd.

- **(Q)uality of Life**

- Facility Maint. or Repair deficiency which has degraded the habitability or use of a barracks, galley, MWR facility, or other facility **PRIMARILY** included in ICs 15 or 16.
- For BQ Critical deficiencies, include only Maint. or Repair of facility components and finishes sufficiently deteriorated or damaged to degrade habitability of quarters.
- Unless inseparable from correction of such deficiencies, additional work required to bring BQ to **new design standard** , when properly classified as Repair, is Deferrable.

**ALSO NOTE SEVERITY AND FAILURE  
PROBABILITY MATRICES MAY APPLY**



**“Not Formally Authorized  
for Accomplishment on 30  
Sept.”**

- **No signed Specific Job Order**
- **No signed contract**
- **No other signed work  
authorization document**

# New Rqmnts for '01/'02

- **SRM (SFA) designations for:  
1) Sustainment      2)  
Restoration & Modernization**
- **Status or Program Year for  
R&M deficiencies**
- **FAC\_ID unique identifier**
- **Special Area**
- **Problem Type**



# Why Continue to Report SAME Problems Year After Year ?

- To get a complete picture of ALL your problems
- Enables management to intelligently prioritize all work
- Balance workload between in-house & contract
- Help manage Special Projects Funding (DC-2)
- Complete, Credible documentation is important during time of decreasing funds
- IRRS and FRM **MUST** have complete facilities data

# AIS Reports Inspection Coverage

- Based on MO-322, Appendix B frequency table **OR** installation schedules – no longer one standard for **entire** Navy
- Derived from
  - **(C)ompleted**
  - **(N)ot Completed**
  - **(X) Not Required**for each Discipline and facility
- Percent coverage ( $C/(C+N)$ ) can be computed
- Shows possible understatement of problem

# AIS is NOT “Just Another Report”

***It Provides:***

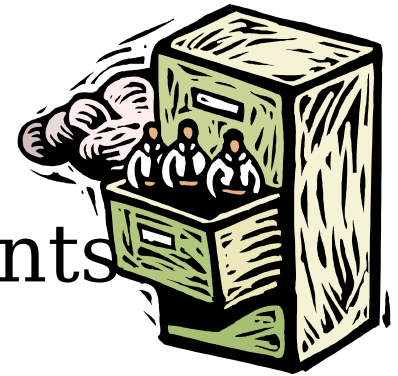
- Condition of individual facilities
- Backup for mission impact if deficiencies are not corrected
- A degree of prioritization of deficiencies (Critical & Deferrable)
- Facility inspection program status
- A base from which long term objectives (POM) and resource allocation plans can be made



# AIS is NOT “Just Another Report” cont’d

## *It Provides:*

- Budget oriented requirements
  - Feeds budget exhibits
  - Basis for **M**aintenance **A**ction **P**lan
- Assistance in equitable distribution of resources among Regions / Installations (FCI)
- Basis for IRRS Condition ratings and FRM reqmnts (both feed POM/CMP)



# AIS Management Reports (will need review/revision under SRM)

- Detailed M&R Deficiency List
- Cost Account Summary (CNO req'd; available from IRRS)
- CMAR by E, S, Q, M (CNO req'd)
- AIS Asset/INFADS data mismatch report
- Inspection Status Report
- CMAR/TOTAL FCI by IC, IRRS Facility Class, IRRS Cat. Group, Facility
- Facilities omitted from AIS report

# AIS Management Reports (cont'd)

- AIS Project Report
- MAP Feeder (prioritized list of deficiencies)
- MAP Feeder (prioritized list of deficiencies by Cost Account)
- AIS comparison – current data to last year

## *Probable new SRM reports:*

- AIS Sustainment Report
- AIS Restoration and Modernization Report

# Construction Report



- Complements AIS - reports all construction/alterations/improvements reqmnts
- Report work from all sources including MILCON (performance may change)
- Includes "Problem Type" : "Q" if job corrects Quality problem; "N" if Quantity problem; "B" if both.

NO LONGER VALID; SEE NEXT SLIDE

*Comment: appears likely MILCON projects will have to be broken down by work classification if this is to work as planned.*

# New Footprint Report



- Complements AIS - reports all r MILCON new construction reqn
- Report work from all fund sources excluding MILCON (guidance may change)
- Includes “Problem Type” : “N” if job corrects IRRS Quantity problem or “B” if both Quantity and Quality.

*Comment: appears likely MILCON projects will have to be broken down by work classification if this is to work as planned.*



# NEW FOOTPRINT REPORT FORMAT



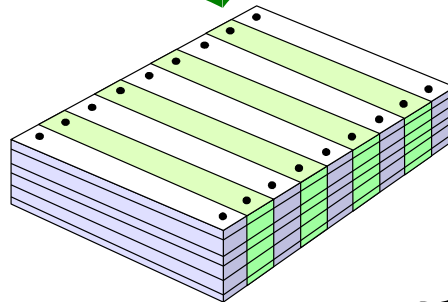
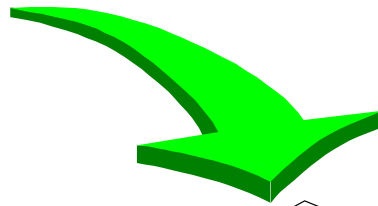
UIC	SFA	CAT WOR K	FAC NO.	SPEC AREA	INFAD FACILITY ID	CAT CODE	FS	COST EST. (WHOLE \$)	PROJEC T	WORK DESCRIPTION	PW NO.	STATU S	PROBLE M TYPE

**OLD  
FORMAT**

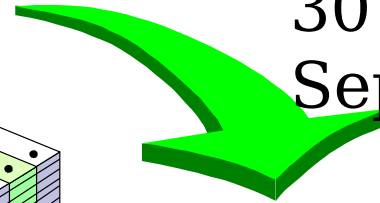
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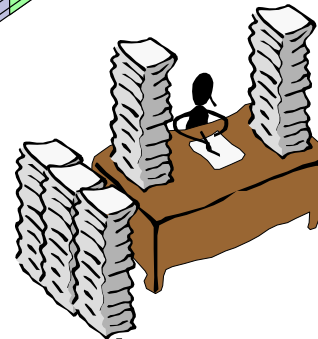
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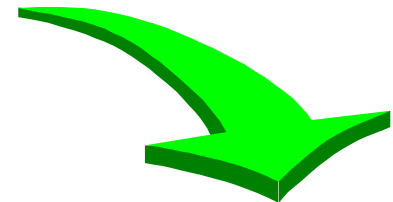
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Reports



30  
September



AIS Report:  
Sustainment  
and  
R&M(REPAI  
R) (now all



POM/Budg  
et